

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY  
BOARD OF TRUSTEES**

**MINUTES  
September 13, 2006**

**Trustees Present:**

Dr. Clarence C. Hoover, III., Chair-elect  
Hon. Gerald Weinstein, Immediate Past Chair  
Dr. James Yoh, Vice Chair-elect  
Ms. Emma N. Byrne  
Mr. Albert L. Gutierrez  
Michael Jacobson, Esq.  
Mr. Andrew D. Klimkowski, Student Trustee  
Mr. Matthew Ashe, Student Trustee Alternate  
Dr. Herman J. Saatkamp, Jr., Ex Officio

**Trustees Absent:**

Mr. Curtis J. Bashaw  
Mr. Stanley M. Ellis

**Call to Order and Roll Call:**

Chairman Weinstein called the meeting to order at 1:00 p.m. on Wednesday, September 13, 2006 the Board Room K-203k. On September 5, 2006, notice of this meeting as required by the Open Public Meeting was (a) posted in the Business Services Office of the College, (b) sent to the editors of *The Press* and the *Vineland Times Journal*, and (c) filed with the Secretary of State, (d) Galloway Township Clerk's Office and (e) Atlantic County Clerk's Office.

Note: Unless otherwise stated, all votes on the following resolutions were unanimous.

**Approval of Meeting Minutes of July 12, 2006:**

Upon a motion made by Trustee Hoover and seconded by Trustee Yoh, the Board voted to adopt the minutes of July 12, 2006.

**Resolution to Meet in Closed Session:**

Upon a motion made by Trustee Byrne and seconded by Trustee Gutierrez, the Board voted to adopt the Resolution to Meet in Closed Session.

**Return from Closed Session:**

Chairman Weinstein reconvened the Open/Public Session at 3:00 p.m.

**Swearing in of new Board of Trustee Student Alternate:**

Trustee Weinstein administered the Oath of Office to Mr. Matthew Ashe, the newly elected Student Trustee Alternate.

**Report of the Chair:**

Trustee Weinstein reported that since the last meeting, the Executive Committee conducted a teleconference on August 24, 2006 to preauthorize new faculty hires. Confirmation of those actions will be approved at today's meeting. Trustee Weinstein stated this was his last report as Chair and announced he would be retiring from the Board. He remarked that

the last eight years as a trustee had been his most challenging and enjoyable in a public position. He thanked several former trustees as well as former and current members of the Office of Administration and Finance for their knowledge and guidance. He noted that during his term as a trustee the College had become more transparent in reporting and the College was in a stronger position fiscally. The highlight of his time was his involvement in the presidential search, which involved the interaction of trustees, faculty, administration and students to search for and find the finest person to fill the job of Stockton's President. He also thanked Dr. Harvey Kesselman, CEO of ETTC/SRI, Dean Sal Catafamo and the Admissions staff, the past and present Faculty Assembly and Union Presidents, and the Student Senate for their leadership and assistance.

Chairman Weinstein commented that it had been 2 years since he introduced C.A.T. (candor, accountability and transparency) and he thanked President Saatkamp for helping to institutionalize the concept which has impacted the College's initiatives including: the completion of the Master Plan; the formation of the Investment Committee and Investment Plan; dedication of the F-Wing Overbuild (on time and within budget); the execution of a Memorandum of Understanding between the Board of Trustees and the College Foundation; the undertaking of a policy for acquiring and banking land for future College use; the creation of the independent Audit Committee; the commitment to lower the student/faculty ratio; the expansion of the board committee structure to include faculty, staff and alumni; increasing housing for students on campus; the campus beautification initiative; and the planned building program. He remarked that he was confident the future of the College was secure and in good hands; however he reminded the College to continue to look for ways of improving its ability to handle growing financial demands without placing the burden on students. He urged the administration to continue increasing student aid and improving customer service in order to attract high quality students. In addition he expressed concern over threats that state government would undermine the College's autonomy by virtue of the declining funding. He also addressed the perception of micro management on campus and stated that the President intends the Provost, Vice Presidents and Deans to deal with the day to day operations of the College so that the President can be free to engage in promoting the institution and dramatically increasing outside funding.

In closing Trustee Weinstein stated he was profoundly grateful for the opportunity to have made so many friends and to personally grow from his interactions at Stockton. He thanked his wife, Claire and also introduced his son, Julian (Stockton graduate 1985) who was visiting from California with his fiancée, A' Dory Williams.

**President's Report:**

President Saatkamp stated the beginning of the year on campus was remarkable because students and faculty have returned with a

high enthusiasm. He reported that Stockton was fortunate because the College was one of two state institutions that began the year without cuts in faculty, staff, or programs. Last year the College recruited about 50 new faculty members and will add about 30 more this year. The College's strong bond ratings have enhanced Stockton's ability to build new student housing and a college center. In addition the College increased Stockton scholarships by 80% last year and by 15% this year, almost doubling the number of scholarships that we provide through the College to students. Minority representation within the freshman class is at its highest level (20%). The Honor's Program is in its second year, the Student Outdoor Adventure Retreat (SOAR) attracted 95 new freshmen participants. President Saatkamp also mentioned the press conference held on campus with Congressman Frank LoBiondo to announce additional funding to support the Aviation Research Park at the FAA with Stockton as the central partner in developing the park with 60 or more businesses.

President Saatkamp read a letter from former Trustee member, Carole Applegate Hedinger, in which she expressed sincere gratitude to Chairman Weinstein for accepting the responsibilities of being on the Board and the Chairmanship.

President Saatkamp commented that as President one develops a strong working relationship with the Chair of the Board and often times the Chair and the President become good friends. Judge Weinstein, he said, has been an active and productive Board member for eight years, including his last two as Chair. His love for the institution, his attention to detail and his caring nature toward people were quite evident as he went about his duties as a Trustee and as Chairman. He also stated that he expected Trustee Weinstein's support for what Stockton does in the region to remain strong. President Saatkamp presented a special plaque to Chairman Weinstein acknowledging his leadership as Chair of Board from 2004-2006 and an engraved winged-back captain's chair for his role as a member of the Board of Trustees from 1998-2006.

**Resolution honoring Trustee Weinstein:**

President Saatkamp presented Trustee Weinstein with a resolution which recognized his leadership and service to the College.

**Election of New Board of Trustee Officers:**

Trustee Weinstein reported the Nominating Committee recommended the following individuals serve as new officers for the term of 2 years: Dr. Clarence C. Hoover, III, Chair; Dr. James Yoh, Vice Chair; and Mr. Curtis J. Bashaw, Secretary. Upon a motion made by Trustee Jacobson and seconded by Trustee Klimkowski, the Board voted to adopt the newly elected officers. Trustee Weinstein turned over the gavel to Chairman Hoover, who conducted the remainder of the meeting.

President Saatkamp commented that Dr. Hoover has been a member of the Board since 2002, served as Vice Chair for the

Board, presiding in the absence of Trustee Weinstein, and is Chair of the Academic Affairs and Planning Committee. Dr. Hoover has spent many years developing policies and shaping young lives in a positive way in his role of School Superintendent for two of the largest and most diverse school districts in New Jersey and we are fortunate to have him leading the Board.

Chairman Hoover thanked the Board, President Saatkamp and public for this opportunity. He noted that he recently started a new job as Superintendent of East Orange Public Schools. He remarked that he lived by a simple philosophy: "Good, better, best, never let it rest until our good is better and better is best."

**Report of the Academic Affairs and Planning Committee and Conferral of Honorary Degree Resolution:**

Trustee Hoover, Chair of the Academic Affairs and Planning Committee, reported the committee held a teleconference on September 11, 2006 to review the recommendation of the Council of Deans to present an Honorary Doctor of Humane Letters Degree to Dr. Edmund L. Keeley, a distinguished scholar, author, and translator of many forms of contemporary literary work and has served in many distinguished institutions including Princeton. The Committee voted unanimously to approve the recommendation to the Board. Upon a motion made by Trustee Jacobson and seconded by Trustee Byrne, the Board voted to adopt the resolution.

**Report of the Student Affairs Committee:**

Dr. Joseph Marchetti, Vice President of Student Affairs, called the Board's attention to several handouts: 2006 Summer Session – Final 10<sup>th</sup> Day Enrollment Statistics and 2006 Summer Orientation and Registration–Fall 2006 First-Time/Transfer Update.

Dean Colijn reported that increased advertising had assisted in increasing the number of non-matriculated students at the undergraduate and graduate level. Early indications were showing that every dollar spent in advertising expenditures returned \$3-\$4 in revenue. Furthermore, the renovation of F-Wing provided more lab related course offerings. Dean Colijn also reported that Chairman Hoover's concerns regarding last year's cancellation patterns were being addressed. The administration has proposed more involvement of the program coordinators to stymie excess course supply by providing data through the Deans to help reduce cancellations. Additionally, the Fall 2006 First-Time Freshman/Transfer Update showed that freshmen were taking advantage of lower tuition in the two-year sector by taking summer courses, especially difficult courses like pre-calculus. Dean Colijn also noted that he was confident that Stockton would remain number one in the nation among institutions of its size when it comes to total student credit hours and undergraduate enrollment.

**Fall 2006 Enrollment Update (Informational Item):**

Vice President Marchetti commented the timing of the Board meeting coupled with the stage of data conversion with the Banner System made it impossible to distribute the 10 day enrollment report. The final report should be available completed and distributed within

the next week. He presented a preliminary report based on the data obtained that morning. The College exceeded the targeted plan growth. At the undergraduate level, FTE (full-time equivalent) increased by 165 FTE. Additional students and credits came from transfer and re-admit students. With regard to housing, the College was again at full capacity with a waiting list of 135 for the fall term. Vice President Marchetti announced this would be Dean Catalfamo's last Enrollment Report, as he will be retiring in February 2007. He thanked Dean Catalfamo and his staff for ensuring that enrollment for the fall was strong.

Dean Catalfamo thanked the Division of Academic Affairs for ensuring course availability for students, Mr. Joseph LoSasso, Assistant Dean of Student Records and Registration/Registrar, Ms. Donna Wanat, and Ms. Allison Henry, Associate Dean of Admissions and the Admissions staff for their fine work. He said that the opening of F-Wing Overbuild and enhanced marketing in the northern part of the state would add to Stockton's visibility. Stockton has also become the choice for transfer students, who are coming in with GPA's generally above 3.0. Graduate headcount and FTE increased slightly as more students take heavier class loads. Gender distribution for undergraduates was 47% male and 57% female and minority enrollment for the freshman class was 20% - up from 16% two years ago. He closed by stating it has been a pleasure and honor to have spent most of his career at Stockton where he has seen the College grow from 4,000 to over 7,000 students. He commended President Saatkamp and the trustees for their leadership and support.

Vice President Marchetti noted the total number of degrees granted were 1,729 for fiscal year 2006.

Chairman Hoover commented it was critical for the College to work with K-12 institutions to increase the number of males going to college and that he was pleased with the increase in minority students.

**Report of the Building and Grounds Committee:**

Trustee Gutierrez reported the Building and Grounds Committee held its first meeting in September and took a tour of the campus. The Committee had a robust discussion on the mission, vision, and values of the College. In addition, the committee focused on plans for the Campus Center, which they agreed needed to reflect a certain standard of class and distinction while also being friendly to donors and visitors. The Committee also will be suggesting guidelines for future building projects to take advantage of the campus vistas and the use of building materials.

**Report of the Finance Committee:**

Trustee Weinstein reported the Finance Committee dealt with the approval of the FY07 Operating Budget, which was presented to the Board in draft form in July. The only change was an increase of \$250,000 in projected income from investments, which was added to

the Plant Management budget for the campus beautification program. The funds that were allocated last year, but never spent. The Finance Committee also recommended approval of all of the forthcoming resolutions, which were to be presented individually.

**FY07 Operating Budget and Adoption:**

Chairman Hoover recommended adoption of the FY07 Operating Budget, which was moved by Trustee Weinstein and seconded by Trustee Klimkowski. The Board voted to adopt the resolution.

**FY08 Capital Budget Submission:**

Trustee Weinstein recommended approval of the FY08 Capitol Budget Submission in the amount of \$349,928,000, which is consistent with the institution's Facilities Master Plan. Upon a motion made by Trustee Weinstein and seconded by Trustee Yoh, the Board voted to adopt the resolution, with an abstention from Trustee Gutierrez.

President Saatkamp remarked that the resolution set the internal priorities for the College indicating what we hope to build and fund in our bonding however unlikely to be funded by the State.

**FY07 Bid Waiver**

Trustee Weinstein recommended approval of the FY07 Bid Waiver for the following vendors: **New Jersey State Colleges Risk Management Program** (\$207,000) and **South Jersey Transit Authority** (\$45,000) for shuttle service from September 2006 to May 2007. Trustee Jacobson inquired if the State Risk Management program also provided Worker's Compensation. Trustee Weinstein replied the coverage was not included. Upon a motion made by Trustee Weinstein and seconded by Trustee Klimkowski, the Board voted to adopt the resolution, with an abstention from Trustee Jacobson on the South Jersey Transit Authority bid waiver.

**Revised Sale of Surplus College Property:**

Trustee Weinstein recommended approval of the Revised Sale of Surplus of College Property resolution. Upon a motion made by Trustee Jacobson and seconded by Trustee Yoh, the Board voted to adopt the resolution. Trustee Gutierrez inquired if the items were fully depreciated to which Ms. Andrea Jaeckel, Associate Vice President of Administration and Finance replied "yes".

**Issuance of Contract for Replacement of H-Wing Dance Studio Floor:**

Trustee Weinstein recommended the issuance of a contract for replacing the H-Wing Dance Studio floor. The lowest bidder on the project was North Eastern Hardwood Floors, Inc. of West Berlin, NJ, in the amount of \$95,600 with an additional 10% contingency of \$9,560 for a total construction budget of \$106,160. The estimated start date is December 2006, with an estimated completion date of January 2007. Upon a motion made by Trustee Jacobson and seconded by Trustee Byrne, the Board voted to adopt the resolution.

**Issuance of a Contract for A/E Services for Parkway and HVAC System:**

Trustee Weinstein recommended approval of the issuance of a contract for professional A/E services for the Parkway Building roof and HVAC system replacement. The lowest bidder for this project was the Tarquini Group of Camden, NJ with an estimated cost of

\$11,500 plus up to a 5.58% contingency. The projected start date is September 15, 2006 with an estimated completion date of June 1, 2007. Upon a motion made by Trustee Jacobson and seconded by Trustee Gutierrez, the Board voted to adopt the resolution.

Trustee Jacobson inquired about the type of engineering needed for this project. Mr. Charles Sarajian, Interim Director for Facilities & Planning, explained that the engineering was associated with the replacement and restructuring of the roof which had considerable leaks.

**Authorizing the President of his Designee to Execute a Grant Agreement with the New Jersey Department of Environmental Protection.**

Trustee Weinstein recommended approval to authorize the President or his designee to execute a grant agreement with the New Jersey Department of Environmental Protection (NJDEP). He reported that on April 13, 2005 and June 15, 2005 the Board approved the Lake Fred Spillway Repair project along with the total budget cost of \$897,798. The College received approval from the NJDEP Office of Engineering and Construction for a grant in the amount of \$405,000 to finance the project costs. Upon a motion made by Trustee Weinstein and seconded by Trustee Klimkowski, the Board voted to adopt the resolution.

**Increase to the Professional A/E Services Budget for Housing V:**

Trustee Weinstein made a motion to authorize an increase in the Professional A/E Services budget of Hillier Architects for Housing V which is beyond the original contract at a cost of \$229,705. The increase includes the additional A/E and CM costs for the design of a transformer and electrical feed relocation for Housing I, design for a roller hockey rink, a new road connecting the parking lots to Pomona Road reforestation, and scheduling. The motion was seconded by Trustee Jacobson and adopted by the Board.

**Report of the Investment Committee:**

Chair member, Trustee Weinstein reported, the Investment Committee met with the College's financial advisors from Commerce Bank's Asset Management office last week. In spite of receiving a discouraging economic outlook report, the College's investments were performing better than anticipated. Over \$61 million is currently invested principally in U.S. agency bonds; the majority of which are under two years in duration and are returning between 5%-6%. The short-term aspect of the investments has appreciated College securities rapidly and management is taking advantage of the situation by investing all of the Colleges income.

**Report of the Development Committee:**

Trustee Byrne, Chair of the Committee, reported that last year nearly \$950,000 was raised and the goal this year is to exceed \$1 million. As the alumni and donor base grows this will put the College in a position to undertake a significant capital campaign and to plan for major capital investments. Last year the donor base also increased by 66%. Trustee Byrne also commented on the activities planned for the year: the Annual Golf Outing on September 26, the alumni reception in Philadelphia on September 27, and Home Coming Weekend October 6-8. She commended the Development staff for

their work and reported the College Foundation awarded over \$160,000 in scholarships last year.

Ms. Marilyn DiGiacobbe, Chief Development Officer announced that Mac and Kay Seelig have agreed to serve as Chairs of the 2007 Spring Benefit Gala; however the exact date was unconfirmed.

**Report of the Audit Committee:**

Committee Chair, Trustee Albert Gutierrez, reported the auditors report issued a "clean letter" that the College's procedures were free of material defect and everything substantively has met with generally accepted accounting principals. He noted the difficult task the Finance division had in preparing the work for auditors given the short turnaround in addition to a late audit from the previous auditors and the bond issue. He thanked and congratulated the College and the Finance Office for its cooperation with the auditors; Ford, Scott, Seidenburg & Kennedy LLC. He also stated the Audit Committee provided suggestions for areas of improvement and recommended management develop an action plan to address those areas. Trustee Gutierrez made a motion that the auditor's report be formally accepted. The motion was seconded by Trustee Jacobson and the Board voted to approve the Auditors Report from Ford, Scott, Seidenberg and Kennedy for the appropriate fiscal year.

President Saatkamp echoed Trustee Gutierrez's remarks regarding Administration & Finance and stated that having the current audit in September for the immediate past year was remarkable. He also commented that the College was moving forward so as to have things ready for a bond issue.

**Personnel Resolution:**

Upon a motion by Trustee Jacobson and seconded by Trustee Gutierrez, the Board voted to adopt the resolution, with an abstention from Trustee Klimkowski.

**Other Business:**

Chairman Hoover commented he would be speaking to each Board member within next few weeks regarding committee assignments. Additionally, he said that the Board was indebted to Trustee Weinstein for his many years of service.

**Comments from the Public:**

Chairman Hoover opened the floor for comments from the public.

Ms. MaryAnn Trial, President of the Faculty Assembly stated she thanked Trustee Weinstein for many of the major changes on campus.

Dr. Dee McNeely-Greene, Associate Vice President for Student Affairs, reported the recent Orientation was the best planned to date and thanked Ms. Jennifer Forman, Assistant Director of Student Development and Mr. John Davis, Assistant Director of Housing and Residential Life for coordinating the program. She also thanked the 40 student S.O.A.R. mentors and the Student Entertainment Team (SET) for their involvement. The events have attracted record



numbers of students.

Mr. Pedro Santana, Director of EOF, reported he secured funding for five graduate level slots that will be funded at \$2,300 per academic year for EOF students at the College.

Dr. Michael Frank, President of Stockton Federation of Teachers presented Judge Weinstein with a plaque in recognition of his retirement and years of service to the Board and the College.

Provost David Carr introduced Ms. Claudine Keenan as his newly hired Executive Assistant and encouraged everyone to review the 2005-2006 Scholarly Activity Report.

President Saatkamp invited all to attend a reception honoring the service of Judge Weinstein as Chair and that of Dr. Hoover as the new Chair.

**Next Meeting:**

Chairman Hoover announced that the next regularly scheduled meeting of the Board will be in the Multipurpose Room of the Townsend Residential Life Center on Wednesday, October 18, 2006.

**Adjournment:**

Upon a motion made and seconded, the Board voted to adjourn the meeting at 5:45 p.m.

For the College,

Brian K. Jackson,  
Assistant Secretary to the Board

**Approved at the October 18, 2006 Meeting.**